<u>तात्काळ/कालमर्यादा</u>

क्रमांक:- प्रतिनि-२०११/प्र.क्र.१२३/११/१४
सामान्य प्रशासन विभाग,
मंत्रालय, मुंबई-४०० ०३२
दिनांक:- १५.०७.२०११

प्रति,
सह/उप सचिव,
सर्व मंत्रालयीन विभाग (आस्थापना),
मंत्रालय, मुंबई-४०० ०३२

विषय:- माहिती व प्रसारण मंत्रालय,भारत सरकार, नवी दिल्ली यांच्या अधिपत्याखालील National Film Archive Of India, पुणे यांचे कार्यालयातील Deputy Director -cum-Curator हे पद प्रतिनियुक्तीने भरण्याबाबत.

महोदय/महोदया,

माहिती व प्रसारण मंत्रालय,भारत सरकार, नवी दिल्ली यांच्या अधिपत्याखालील National Film Archive Of India, पुणे यांचे कार्यालयातील Deputy Director -cum-Curator हे पद रु. १५६००-३९१०० ग्रेड पे रू.६६००/-या वेतनश्रेणीतील पद मंत्रालयीन संवर्गातील आवश्यक अर्हता पूर्ण करणा-या अवर सचिव किंवा कक्ष अधिकाऱ्यांमधून प्रतिनियुक्तीने भरावयाचे आहे. माहिती व प्रसारण मंत्रालयाच्या दि.८.६.२०११ च्या परिपत्रकाची व Annex.I ची प्रत सोबत जोडली आहे.

२. तेव्हा सर्व मंत्रालयीन विभागांना विनंती करण्यात येते की, उपरोक्त पदावर प्रतिनियुक्तीने जाण्याकरिता इच्छुक असलेल्या व परिपत्रकामध्ये नमूद केलेली शैक्षणिक अर्हता धारण करित असलेल्या आपल्या विभागातील अवर सचिवांची/कक्ष अधिकाऱ्यांची नांवे त्यांच्या मागील पाच वर्षीच्या अवर सचिवांपेक्षा कमी दर्जा नसलेल्या अधिकाऱ्यांनी साक्षांकीत केलेल्या गोपनीय अहवालांसह पत्रासोबत जोडलेल्या Annex.I मधील नमुन्यात वैयक्तिक माहिती (Bio-Data) व विभागीय चौकशी चौकशीचे प्रमाणपत्र इ. बाबतच्या माहितीसह या विभागाकडे दिनांक २२.७.२०११ पर्यंत निश्चितपणे प्राप्त होतील अशा रितीने कृपया पाठवावीत. तसेच इच्छुक अधिका-यांची प्रतिनियुक्तीसाठी निवड झाल्यास त्यांना संबंधित विभाग कार्यमुक्त करेल किंवा कसे याबाबतही कृपया अभिप्राय द्यावेत. आपल्या विभागातून प्रतिनियुक्तीसाठी कोणीही अवर सचिव इच्छुक नसल्यास **<u>निरंक</u>** असेही कृपया कळविण्यात यावे. एकदा निवड झालेल्या अधिकाऱ्याला त्याचे नाव मागे घेता येणार नाही. सहपत्र वेबसाईटवर टाकण्यात आले आहे. त्याचा संगणक सांकेतांक २०११०७१५१४४५११००१ असा आहे.

आपला,

(जहांगीर खान)
कक्ष अधिकारी, महाराष्ट्र शासन

सहपत्र- वरील प्रमाणे

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DJMS मुख्य सचिवांचे कार्यालय

दिनांक: JUN 2011

No CSO/VIP - 8503

9/1

No. 814/9/2008-F(C)
GOVERNMENT OF INDIA
MINISTRY OF INFORMATION & BROADCASTING
'A' Wing, Shastri Bhavan, New Delhi.

New Delhi, 8th June, 2011

To,
Chief Secretary,
State Governments/Union Territories.

Sub: Filling up of the post of Deputy Director-cum-Curator (General Central Service, Group 'A', Gazetted, Non-Ministerial) [PB-3 (Rs.15600-39100) with GP Rs.6600/-] corresponding to the pre-revised scale of pay of Rs.10000-325-15200 in National Film Archive of India, Pune under Ministry of Information and Broadcasting.

Sir,

I am directed to say that it is proposed to fill up the post of Deputy Director-cum-Curator (Group 'A', Gazetted) in the Pay Band-3 (Rs.15600-39100) with GP Rs.6600/- corresponding to the pre-revised scale of pay of Rs.10000-325-15200 in the National Film Archive of India, Pune by transfer on deputation (including short-term contract)/Transfer/re-employment. The eligibility conditions for appointment to the post are given in the Annexure-I.

2. The pay and allowances of the officer selected will be regulated in accordance with the Department of Personnel and Training's O.M. No.2/29/91-Estt.(Pay-II) dated 05th January, 1994, as amended time to time.

3. Applications of eligible officers in the prescribed proforma (Annexure-II) may be forwarded in duplicate to this Ministry along the following documents:

(i) Copies of ACRs for the last five years duly attested by an officer not below the rank of an Under Secretary or equivalent,
(ii) Vigilance clearance certificate,
(iii) Certificate to the effect that no minor/major penalty was imposed on the officer during the last 10 years,
(iv) 'Integrity Certificate' and
(v) Cadre clearance

The applications in the prescribed proforma at Annexure-II may be sent to this Ministry addressed to Director (Films), Ministry of Information and Broadcasting, R.No.664, 'A' Wing, Shastri Bhavan,

New Delhi, within 45 days from the date of publication of this advertisement in the Employment News. Officers who volunteer for the post will not be allowed to withdraw their candidature subsequently. The maximum age limit of the candidates applying for the post shall not exceed 56 years as on the closing date of receipt of applications.

Yours faithfully,

(Amitabh Kumar)
Director (Films)
Tele:23386536

Copy to:

1. All Ministries/Departments of the Government of India, with the request that the vacancies may kindly be circulated among the eligible officers in the Ministry/Department including recognized Research Institutes/Public Sector Undertaking/Semi Government/Statutory or Autonomous Organisations under their control.
2. University Grants Commission, Bahadurshah Zafar Marg, New Delhi. It is requested that the vacancy may be circulated among the Universities/Institutions under their control.
3. All Media Units of the Ministry of Information and Broadcasting with the request that the vacancy may be circulated among the officers and the applications of the eligible officers who are willing and can be spared be sent to the Ministry along with the Vigilance Clearance etc., by the prescribed date.
4. Director, National Film Archive of India, Pune/Regional Offices, NFAI, Kolkata and Thiruvananthapuram.
5. The Media Executive, DAVP, Soochna Bhavan, CGO Complex, Lodhi Road, New Delhi along with Annexure-II for publication in the Employment News. It is requested that six copies of the Employment News in which the advertisement is published may be sent to this Ministry.
6. The Chief Editor, Employment News, East Block-IV, Level 5-7, R.K. Puram, New Delhi-110066.
7. All Desks/Sections in the Ministry of I&B.
8. Spare copies.

(Niraj Singh)
Desk Officer
Tele:23386769

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ANNEXURE-I

1	Designation of the Post	:	Deputy Director-cum-Curator, National Film Archive of India, Pune.
2.	Classification	:	General Central Service, Group 'A' Gazetted, Non-Ministerial.
3.	Scale of Pay	:	Pay Band-3 (Rs.15600-39100) with GP Rs.6600/- corresponding to the pre-revised scale of pay of Rs.10000-325-15200
4.	Place of Duty	:	National Film Archive of India, Pune
5.	Eligibility	:	Transfer on Deputation (including short-term contract)/Transfer/re-employment:

I. Officers under the Central/State Governments/Universities/Recognised Research Institutions/Public Sector Undertakings/Semi-Government/Statutory or Autonomous Organizations,-

(a) (i) holding analogous posts on a regular basis; or

(ii) with five years' regular service in posts in PB-2 (Rs.9300-34800) with GP Rs.5400/- corresponding to pre-revised scale of pay of Rs.8000-275-13500 or equivalent; or

(iii) with eight years' regular service in posts in PB-3 (Rs.9300-34800) with GP Rs.4600/- corresponding to pre-revised scale of pay of Rs.6500-200-10500 or equivalent in the parent cadre/Department; and

(b): Possessing Educational Qualifications and Experience as follows:

ESSENTIAL:

(i) Bachelor's Degree from a recognized University or equivalent;
(ii) Degree/Diploma in Journalism or Mass Communication from a recognized University/Institute or equivalent.
(iii) Five years experience of Mass Communication or film making or film teaching or film research and documentation.

(iv) Three years experience in administration, establishment and accounts matters.

Note 1 : Qualifications are relaxable at the discretion of Union Public Service Commission in case of candidates otherwise well qualified.

Note 2 : The qualification(s) regarding experience is/are relaxable at the discretion of the Union Public Service Commission in the case of candidates belonging to Scheduled Castes and Scheduled Tribes, if at any stage of selection, the Union Public Service Commission is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the posts reserved for them.

DESIRABLE:

(i) Degree/Diploma in Archaeology/Museology from a recognized University/Institute or equivalent.
(ii) Knowledge of any foreign language other than English.
(iii) Knowledge of Indian and International Cinema.

(Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/Department of the Central Government shall ordinarily not exceed three years)

Re-employment:

Armed Forces personnel of the rank of Major and above who are due to retire or to be transferred to reserve within a period of one year and possessing the educational qualifications and experience at (b) above, shall also be considered. Such officers will be given deputation terms upto the date on which they are due for release from the Armed Forces.

Thereafter they may be continued on re-employment. (Re-employment upto the age of superannuation with reference to civil posts).

The maximum age limit of the candidates applying for the post shall not exceed 56 years as on the closing date of receipt of applications.

(Amitabh Kumar)
Director (Films)
Tele:23386536

ANNEXURE-II

BIO-DATA PROFORMA

APPLICATION FOR THE POST OF DEPUTY DIRECTOR-CUM-CURATOR, NATIONAL FILM ARCHIVE OF INDIA, PUNE (A SUBORDINATE OFFICE OF THE MINISTRY OF INFORMATION AND BROADCASTING)

(TO BE FORWARDED TO THE MINISTRY OF INFORMATION AND BROADCASTING IN DUPLICATE)

PART-I

1. Name and Address in block letters :
2. Date of Birth and age (in Christian Era) :
3. Date of retirement under Central/State Govt. Rules :
4. Educational Qualifications :
5. Whether Educational and other qualifications required for the post are satisfied. (if any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same.) :

Qualifications/Experience required	Qualifications/Experience possessed by the officer
Essential: 1. 2. 3.	

014

Desirable:	
1. 2. 3.	

6. Please state clearly whether in the light of entries made by you above, you meet the requirement of the post. :

6A. In case of deputationists, whether eligible under 5 I.(a)(i) or (ii) or (iii) of Annexure-I. Please elaborate. :

7. Details of Employment in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient. :

S. No.	Office/Instt ./Orgn.	Post held	From	To	Scale of Pay & Basic Pay	Nature of Duties
(1)	(2)	(3)	(4)	(5)	(6)	(7)

8. Nature of present employment, i.e., ad hoc or temporary or quasi-permanent or permanent. :

9. In case the present employment is held on deputation/contract basis, please state:- :
(a) The date of initial appointment.
(b) Period of appointment on deputation/contract.
(c) Name of the parent office/organization to which you belong.

10. Additional details about present employment. Please state whether working under- :

    (a) Central Government
    (b) State Government
    (c) Autonomous Organisation
    (d) Govt. Undertaking
    (e) Universities
    (f) Others

11. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade :
12. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale. :

13. Total emoluments per month now drawn :
14. Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient. :

15. Please state whether you are applying for deputation (ISTC)/Promotion :
16. Whether belongs to SC/ST? :
17. Remarks. :

Signature of the Candidate with date
Address________________________
Phone No.
Office: ______________________
Residence: ____________________
Mobile:______________________

Date:______________

Countersigned by Head of Department/Office ______________

PART-II

Certified that the particulars furnished by the candidate have been verified from his/her service records and are correct. No disciplinary/vigilance case is either pending or being contemplated against him/her. No major/minor penalty has been imposed on him/her during the last 10 years. His/her integrity is certified. Cadre clearance is also given herewith.

Signature________________
Name________________
Designation________________
Phone No.________________
Fax No.________________

(To be signed by an officer not below the rank of Dy. Secretary or equivalent)